GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Public Services – Revenue Department – Departmental proceedings against Smt. Keta Rajya Lakshmi, Tahsildar (Retired), Pedapudi Mandal, Kakinada District – Departmental proceedings under Rule 20 of APCS (CCA) Rules, 1991 – Article of charges – Issued.

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REVENUE (VIGILANCE.III) DEPARTMENT

G.O.RT.No. 400 Dated: 07-05-2025

Read the following:-

1. From the DG, ACB, SC.No.40/DES-REG/2020, dated:15.10.2024.
2. G.O.Ms.No.143, Revenue (Vig.III) Department, dated:07.05.2025.
3. G.O.Ms.No.144, Revenue (Vig.III) Department, dated:07.05.2025.

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ORDER:

Vide G.O. second read above, orders have been issued to institute common disciplinary proceedings against the Government Servants who are jointly concerned in a disciplinary case pertaining to their commitment in certain irregularities noticed by the Director General, Anti Corruption Bureau, Andhra Pradesh during the Surprise Check conducted in the O/o Tahsildar, Pedapudi Mandal, Kakinada District, on 24.01.2020.

2. In the G.O. third read above, sanction was accorded under sub-clause (i) of clause (b) of sub-rule (2) of Rule 9 of the A.P. Revised Pension Rules, 1980 to initiate departmental proceedings against the said Smt. Keta Rajya Lakshmi, Tahsildar (Retd.), Pedapudi Mandal, Kakinada District.

3. It is proposed to hold an enquiry against Smt. Keta Rajya Lakshmi, Tahsildar (Retired), Pedapudi Mandal, Kakinada District in accordance with the procedure laid down in Rule 20 of the A.P.Civil Services (CC & A) Rules, 1991 for committing irregularities noticed by the Director General, Anti Corruption Bureau during the Surprise Check conducted in the O/o Tahsildar, Pedapudi Mandal, Kakinada District, on 24.01.2020.

4. The substance of the imputations of misconduct in respect of which the inquiry is proposed to be held is set out in the enclosed statement of articles of charges (Annexure. I). A list of documents by which, and a list of witnesses by whom, the articles of charges are proposed to be sustained are also enclosed (Annexure. II & III).

5. Smt. Keta Rajya Lakshmi, Tahsildar (Retd.), Pedapudi Mandal, Kakinada District is directed to submit within 10 days of the receipt of this order, a written statement of her defence.

(P.T.O)

6. Smt. Keta Rajya Lakshmi, Tahsildar (Retd.), Pedapudi Mandal, Kakinada District is informed that an inquiry will be held only in respect of those Articles of Charges as are not admitted. She should, therefore, specifically admit or deny each Article of Charge.

7. Smt. Keta Rajya Lakshmi, Tahsildar (Retd.), Pedapudi Mandal, Kakinada District is further informed that if she does not submit her written statement of defence on or before the time specified in Para 3 above, further actions will be processed based on the material available.

8. Attention of Smt. Keta Rajya Lakshmi, Tahsildar (Retd.), Pedapudi Mandal, Kakinada District is invited to Rule 24 of the A.P.Civil Services (Conduct) Rules, 1964, under which no Government servant shall bring or attempt to bring any political or outside influence to bear upon any superior authority to further his/her interests in respect of matters pertaining to his/her service under the Government. If any representation is received on his/her behalf from any other person in respect of any matter dealt with in these proceedings it will be presumed that Smt. Keta Rajya Lakshmi, Tahsildar (Retd.), Pedapudi Mandal, Kakinada District is aware of such a representation and that it has been made at his/her instance and action will be taken against him/her for violation of Rule 24 of A.P.Civil Services (Conduct) Rules, 1964.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

G. JAYALAKSHMI
SPECIAL CHIEF SECRETARY TO GOVERNMENT (FAC)

To
Smt. Keta Rajya Lakshmi, Tahsildar (Retd.), Pedapudi Mandal, Kakinada District ***through*** the Chief Commissioner of Land Administration, A.P., Mangalagiri.
The Chief Commissioner of Land Administration, A.P., Mangalagiri.
Copy to:
The District Collector, Kakinada District.
Sf/Sc.

//FORWARDED::BY ORDER//

SECTION OFFICER

ANNEXURE-I

STATEMENT OF ARTICLES OF CHARGES FRAMED AGAINST SMT. KETA RAJYA LAKSHMI, TAHSILDAR, O/O TAHSILDAR, PEDAPUDI MANDAL, KAKINADA DISTRICT (ERSTWHILE KAKINADA DISTRICT) IN S.C. NO. 02/SC-RJY/2020 OF ACB, RAJAMAHENDRAVARAM RANGE.

Smt. Keta Rajya Lakshmi, W/o Ch. Venkata Reddy, Age 61 years, Tahsildar, O/o Tahsildar, Pedapudi Mandal, Kakinada District (Erstwhile Kakinada District) (here-in-after referred to as Government Servant) while functioning as such during the period between 18.07.2019 to 24.01.2020 (till the date of Surprise Check) has committed grave misconduct in as much as:

ARTICLE-I:

That the Government Servant has kept pending 43 Pattadar Passbooks in her office without distributing the same to Pattadars in the stipulated time and also failed to supervise her staff to enter the said details in Form-17 Register.

ARTICLE-II:

That the Government Servant has kept pending 42 various online requests beyond SLA and failed to supervise the staff working under her control to complete the online requests within SLA.

ARTICLE-III:

That the Government Servant has failed to supervise her staff to maintain certain mandatory registers and also failed to supervise her staff to maintain certain registers up to date by the Deputy Tahsildar.

Thus, the Government Servant by her above-mentioned acts has exhibited lack of devotion to duty and conduct unbecoming of a Government Servant and thereby violated / contravened Rules 3(1), 3(2) & 3(5) of A.P. Civil Services (Conduct) Rules, 1964.

//FORWARDED::BY ORDER//

SECTION OFFICER

ANNEXURE – II

STATEMENT OF IMPUTATION OF MISCONDUCT IN SUPPORT OF ARTICLE OF CHARGES FRAMED AGAINST SMT. KETA RAJYA LAKSHMI, TAHSILDAR, O/O TAHSILDAR, PEDAPUDI MANDAL, KAKINADA DISTRICT (ERSTWHILE KAKINADA DISTRICT) IN S.C. NO. 02/SC-RJY/2020 OF ACB, RAJAMAHENDRAVARAM RANGE.

Smt. Keta Rajya Lakshmi, W/o Ch. Venkata Reddy, Age 61 years is a native of Rajamahendravaram. Her date of birth is 26.02.1963. She has joined in Government Service on 09.06.1984 as Junior Assistant and worked at O/o RDO, Rajahmundry from 09.06.1984 to 16.08.1984. Later she was transferred to O/o Tahsildar, Alamuru where she worked as Junior Assistant from 17.08.1984 to 24.05.1985. Later she was transferred to O/o Tahsildar, Mandapeta where she worked as Junior Assistant from 25.05.1985 to 31.05.1989. Later she was transferred to Collectorate, Kakinada District where she worked as Junior Assistant from 01.06.1989 to 28.11.1990. Later she was transferred to O/o Tahsildar, Rajahmundry where she worked as Junior Assistant from 29.01.1990 to 25.08.1993. Later she was on Leave and Transit from 26.08.1993 to 05.10.1993. Later on 06.10.1993 she was promoted as Senior Assistant and worked at O/o Tahsildar, Rampachodavaram from 06.10.1993 to 08.07.1994. Later she was transferred to O/o Tahsildar, Kadiam and worked as MRI from 09.07.1994 to 09.06.1996. Later she was transferred to O/o Tahsildar, Kadiam and worked as RI, ROR from 10.06.1996 to 04.02.1997. Later she was transferred to Collectorate, E.G. District where she worked as Senior Assistant from 05.02.1997 to 10.04.1998. Later she was transferred to O/o SDC, ONGC, Rajahmundry where she worked as Senior Assistant from 11.04.1998 to 05.06.2002. Later she was transferred to Vigilance & Enforcement, Rajahmundry where she worked as Senior Assistant from 06.06.2002 to 31.03.2004. Later she was transferred to O/o Tahsildar, Rajahmundry (U) where she worked as Senior Assistant from 01.04.2004 to 18.05.2005. Later she was promoted as Dy. Tahsildar and worked at O/o SDC, PLIS, Rajahmundry from 19.05.2005 to 20.06.2008. Later she was transferred to O/o Tahsildar, Rajanagaram where she worked as Dy. Tahsildar from 21.06.2008 to 12.07.2011. Later she was transferred to O/o Tahsildar, Kadiam where she worked as Dy. Tahsildar from 07.08.2011 to 31.10.2014. Later she was transferred to O/o Tahsildar, Rajanagaram where she worked as Dy. Tahsildar from 01.11.2014 to 17.09.2015. Later she was transferred to O/o Tahsildar, Rajahmundry (U) where she worked as Election Dy. Tahsildar from 18.09.2015 to 22.06.2016. Later she was promoted as Tahsildar and worked at O/o Tahsildar, Poduru, W.G. District from 01.02.2019 to 09.07.2019. Later she was in Transit Period & EL from 10.07.2019 to 17.07.2019. Later she was transferred to O/o Tahsildar, Pedapudi Mandal where she worked as Tahsildar from 18.07.2019 to 24.01.2020 (till the date of Surprise Check). Her basic pay is Rs.69,750/-. She is due to retire on attaining the age of superannuation on 28.02.2025. She is here-in-after referred to as Government Servant.

CHARGE-I:

That the Government Servant has kept pending 43 Pattadar Passbooks in her office without distributing the same to Pattadars in the stipulated time and also failed to supervise her staff to enter the said details in Form-17 Register.

Facts and Evidence:

On credible information that the Tahsildar and the staff of O/o Tahsildar, Pedapudi Mandal, Kakinada District were indulging in corrupt practices by way of collecting (bribe) mamools from the persons who approaches the O/o Tahsildar for their works. On 24.01.2020 the Range Inspector-II, ACB, Rajamahendravaram Range under the supervision of Addl. S.P., ACB, Rajamahendravaram Range along with the staff conducted a Surprise Check on the O/o Tahsildar, Pedapudi Mandal, Kakinada District in the presence of Mediators by names (1). Kum. Donepudi Sony Priya, D/o Jaya Kumar, Age 37 years, Asst. Motor Vehicle Inspector, O/o RTO, Rajamahendravaram, R/o Flat No. S-3, 3rd floor, Ganesh Plaza, Bhaskar Nagar, Lalacheruvu, Rajamahendravaram (Mediator-I) and (2). Sri Pasalapudi Durga Prasad, S/o Satyanarayana, Age 30 years, Senior Assistant, O/o RTO, Rajamahendravaram (Mediator-II) from 12:30 hours to 23:30 hours on 24.01.2020.

The Surprise Check Party consisting of Sri P.V. Ravi Kumar, Addl. S.P., ACB, Rajamahendravaram Range and his staff along with the mediators left the ACB office at 10:30 hours in hired vehicles and reached the vicinity of the office of Tahsildar, Pedapudi Mandal, Kakinada District at 12:00 hours on 24.01.2020.

On reaching the Tahsildar's Office, Pedapudi Mandal the search party got down from the vehicles and the Addl. S.P., instructed the entire raid party members to observe the happenings in the Tahsildar's Office by concealing themselves in the public. Accordingly, all the members took vantage positions around the office of the Tahsildar, Pedapudi Mandal, Kakinada District (Erstwhile Kakinada district). After observing the happenings in the office of Tahsildar, at about 12:30 hours the Range Inspector-II along with the Mediators and the ACB staff entered into the O/o Tahsildar, Pedapudi Mandal and noticed some people were present in the verandah. Then the Range Inspector-II instructed one of his staff to stay at the main entrance gate to control the access into the office or leaving the office.

On entering into the office of Tahsildar, the checking party noticed that the office staff was found attending their works. One male person aged about 53 years was found sitting in his chair. The Range Inspector-II introduced himself, mediators and other members of search party to him and explained the purpose of their visit and ascertained his identity as Sri Kovvuri Chandra Sekhara Reddy, S/o Satti Reddy, Age 53 years, Deputy Tahsildar, Pedapudi Mandal. The Inspector requested him to extend their co-operation during the Surprise Check. Later the Range Inspector-II and other ACB officials allowed themselves to search their personal belongings and cash in the presence of Mediators before commencing the search. Later the Range Inspector-II instructed the SI of Police and his staff to close the doors and windows of the office and observe the persons who were present in the office.

The Building of the Tahsildar Office, Pedapudi (M) is located in D.No.10-55 of Pedapudi (V). The Tahsildar's chamber is situated on the Eastern side of the hall. The chair of the Tahsildar is on the extreme Southern side facing towards North. There are tables, chairs, iron shells and other furniture in the office. On the

Eastern side of the hall of Tahsildar chamber there is a computer desk with 2 systems.

On the Southern side of the hall adjacent to the Tahsildar chamber, seat of Deputy Tahsildar, to its East there are two tables with systems. One is being operating by Senior Assistant and another one is being operating by Junior Assistant and both Senior Assistant and Junior Assistant were found sitting in their respective chairs. On the Western side of the hall there is another room of Asst., Statistical Officer. R.I's room is situated on the North/East corner of the office.

Meanwhile the Government Servant arrived at the office and introduced herself as Tahsildar and then the Inspector informed the identity of the ACB officials and about conducting of Surprise Check on the Tahsildar Office, Pedapudi Mandal and requested to cooperate during the Surprise Check.

During the course of Surprise Check, the following Printed Title Deed Cum Pattadar Pass Books are kept aside without disbursement and there is no entry made in the village Form-17 Registers with regard to date of receipt of the Pattadar Passbooks.

Pending details of Pattadar Passbooks which are not distributed are given hereunder:

Sl. No	Name and address of the Pattadar Pass Book holder	Serial Number of the pass book	Khata Number	Mobile Number of the pass book holder
1.	Anasuri Govindaraju, S/o Venkatarao, D.No. 9-60, Mulapeta, Vetlapalem (V), Samalkot (M).	04E35Z005000822	3233 of Atchuthapurathrayam (V) of Pedapudi (M).	9848419984
2.	Kukkala Udayakiran, S/o V.R Jyothi Prakash, D.No. 6-20/1, Kamaraju Veedhi, Indrapalem, Kakinada Rural.	04O35J005000820	3242 of Atchuthapurathrayam (V), Pedapudi (M).	9989654333
3.	Ganti Nageswararao, S/o Burayya, D.No. 3-58, Atchuthapurathrayam (V) of Pedapudi (M).	05Q35C005000821	3243 of Atchuthapurathrayam (V) of Pedapudi (M).	9849334866
4.	Reddy Anand, S/o Ramakrishna, D.No. 2-147, Bodduvari street, Peddada (V), Pedapudi Mandal.	04M35N017000368	1640 of Sahapuram (V) of Pedapudi Mandal.	9494111555
5.	Bollam Suryakantham, W/o Veerraju, D.No. 3-	04Z35I017000370	368 of Sahapuram (V) of	8367566462

	151, Kapulagudiveedhi, Sahapuram (V) of Pedapudi Mandal.		Pedapudi Mandal.	
6.	Mekala Satyavathi, W/o Venkataraju, D.No. 2-126, Main Road, Sahapuram (V) of Pedapudi Mandal.	04M35B017000376	699 Sahapuram (V) of Pedapudi Mandal.	9490222947
7.	Agrapu Venkata Surya Kumari, W/o Siva Prasad, D.No. 2-1-29/2, Near MRO Office, Samalkot.	04435Y017000378	1648 Sahapuram (V) of Pedapudi Mandal.	9676270650
8.	Matta Sai Ganesh, S/o Siva Rama Narasimha Murthy, R/o D.No. 4-13, Main Road, Sampara (V), Pedapudi (M).	04E35X009000118	170 of Puttakonda Village of Pedapudi Mandal.	9912474388
9.	Satti Surya Rama Linga Reddy, S/o Veerreddy, R/o D.No. 1-162, Mandavari Street, G. Mamidada (V), Pedapudi (M).	04V350010000235	920 of Gandredu Village.	9948417418
10.	Vinta Narayana Rao, S/o Subbaiah, R/o D.No. 7-42, SC Kothaveedhi, Pedapudi (M).	049353003000714	3195 of Pedapudi Village.	9963429422
11.	Yarlagadda Suresh Babu, S/o Papa Rao, R/o D.No. 7-5A-2, Gopala Krishna Street, Ward No. 42, Kakinada.	04V35W003000712	1107 of Pedapudi Village.	8096433525
12.	Bikkina Naga Surya Prabha, D/o Thammiraju, R/o D.No. 3-102, Bikkina Street, Vadlamuru (V), Peddapuram (M).	04535W003000713	3192 of Pedapudi Village.	9491576767
13.	Jakka Veera Raghavulu, S/o Pydaiah, R/o D.No.6-15, Main Road, Pedapudi (M).	04135000300071 6	591 of Pedapudi Village.	9849412383
14.	Achanta Veera Lakshmi, D/o Veera Venkata Subba Raju, R/o D.No.3-28, Chinnabrahma devam	04535Z016000494	1366 of Kandregula Village.	9866465359

	(V), Peddapuram (M).			
15.	Pepakayala Prasad, S/o Veerraju, R/o D.No. 2-37, Seshapuram Road of KandregulaVillage, Pedapudi (M).	04U351016000493	1365 of Kandregula Village.	9666998473
16.	Pepakayala Surya Satayanarayana Murthy, S/o Tammaiah, R/o D.No. 2-140, Kapula Street, Kandregula (V), Pedapudi (M).	04935901600047 5	755 of Kandregula Village.	9908260732
17.	Ipparla Saraswathi, W/o Tirupathi Rao, R/o D.No. 69-3-1/3, Ward No. 50, Kakinada.	04235L007000161	251 of Kaikavolu Village.	9490174999
18.	Chode Seetha Maha Lakshmi, W/o Surya Narayana Chowdary, R/o Kaikavolu (V), Pedapudi (M).	04K35V007000162	156 of Kaikavolu Village.	9866886347
19.	Gudimetla Uma Jagadeeswari, W/o Srinivasa Reddy, R/o D.No. 15-277/2, Chippalapalem (V), Mummidivaram (M).	04M35J001000371	1200 of G. Mamidada Village.	9441333793
20.	Karri Lakshmi Kantamma, W/o Venkata Reddy, R/o D.No. 14-62, Pallapu Veedhi, G. Mamidada (V) Pedapudi (M).	04J35W001000372	100 of G. Mamidada Village.	9989393777
21.	Sabbella Veera Venkata Satyanarayana Reddy, S/o Surya Narayana Reddy, R/o D.No.10-23, Pappuvari Street, G. Mamidada (V) Pedapudi (M).	04Z35S001000370	1521 of G. Mamidada Village.	9908897277
22.	Yarlagadda Sai Sri Harsha, S/o Rajendra Prasad, R/o D.No.81-31-1/1, Venkateswara Nagar, Ward No.9, Rajamahendravaram.	04135Y006000329	909 of Karakuduru Village.	8919364886
23.	Nitla Devi Kanaka Maha Lakshmi, W/o Krishna, R/o D.No. 4-109,	04335700600032 5	1304 of Karakuduru Village.	8919524486

	Merakaveedhi, Karapa (V & M).			
24.	Devu Ganika Lakshmi, W/o Venkata Ratnam, R/o D.No. 4-94, Meraka Veedhi, Karapa (V & M).	04635F006000296	1297 of Karakuduru Village.	8497965519
25.	Allam Chakraveni, W/o Yedukondalu, R/o D.No. 1-136, Near Society Office, Atchuthapuram (V), Pedapudi Mandal.	04035X006000302	42 of Karakuduru Village.	7095046634
26.	Tallapu Devi, W/o Govinda Rajulu, R/o D.No. 6-89, Durgamma Temple Street, Karakuduru (V), Pedapudi (M).	04C356006000293	1293 of Karakuduru Village.	9133448377
27.	Chintha Chanti, S/o Lachanna, R/o 3-87, Chinna Kothuru, Yandamuru (V) Karapa (M).	04R35N006000294	1294 of Karakuduru Village.	9908110979
28.	Anisetti Bhadra Rao, S/o Veerayya (Late), R/o D.No. 3-47, Pallapuveedhi, Penuguduru (V), Karapa (M).	049352006000330	1204 of Karakuduru Village.	9951673168
29.	Pemmanaboyina Surya Chandram, W/o Rama Chandra Rao, R/o D.No. 1-29, Main Road, Karakuduru Village, Pedapudi (M).	04335X006000331	732 of Karakuduru Village.	9912258999
30.	Kante Veeraveni, W/o Krishna, R/o D.No.3-113, Near Panchayath office, Domada(V), Pedapudi(M)	04S35S004000361	1077 of Domada Village.	7095891777
31.	Valluri Satyanarayana, S/o Rama Krishna, R/o D.No. 2-20, Ramalayam Street, Domada (V), Pedapudi (M).	04V35Y004000362	1138 of Domada Village.	9866290967
32.	Nallamilli Sathi Reddy, S/o Krishna Reddy, R/o D.No.3-1-105, Sabbellavari Street, G. Mamidada (V),	04Y356004000343	104 of Domada Village.	9652686444

	Pedapudi (M).			
33.	Tammineedi Anupama, W/o Rama Krishna Chowdary, R/o D.No. 3-16B-83, Santhi Nagar, Ward No.8, Kakinada.	046353004000360	1133 of Domada Village.	9949825679
34.	Satti Venkata Rama Krishna Reddy, S/o Ammireddy, R/o D.No. 8-189/2, Market Street, G. Mamidada (V), Pedapudi (M).	04W35V004000344	1076 of Domada Village	9652686444
35.	Chekka Sai Kumar, S/o Venkateswara Prasad, R/o D.No. 3-114, Domada (V), Pedapudi (M).	04C352004000348	1128 of Domada Village	8374083443
36.	Narla Adi Babu, S/o Venkata Rao, R/o D.No. 70-17A-121, Vydya Nagar, Ramanaiahpeta, Kakinada.	04E355013000417	1464 of Vendra Village	7731864293
37	Dwadasi Veera Venkata Satyanarayana, S/o Ramudu, R/o D.No. 4-0, Penumalla (V), Kajuluru (M).	043350005000819	324 of Atchutapura Trayam Village	9848687856
38.	Achanta Raghava, W/o Ramudu, R/o D.No. 2-57, Venugopala Swamy Gudi Street, Vendra (V), Pedapudi (M).	04435M013000419	1471 of Vendra Village	9010494283
39.	Nallamilli Anasuramma, W/o China Venkata Reddy, R/o D.No. 9-2, G. Mamidada (V), Pedapudi (M).	04M35K013000416	1462 of Vendra Village	9441882751
40.	Vanga Ramu, S/o Venkata Raju, R/o D.No. 5-27, Papayammapeta, near Sivalayam, Gollapalem (V), Kajuluru (M).	04635F013000418	218 of Vendra Village	9490359097
41.	Manda Indira, S/o Surya Chandra Rao, R/o D.No.3-49, Main Road, Karakuduru (V), Pedapudi (M).	041354002000158	750 of Peddada Village	9866607589
42.	Padala Satyanarayana	04W354012000150	264 of Pyna	9652386976

	Reddy, S/o Subbi Reddy, R/o D.No. 8-71, Devalayam Street, Kurukudhuru (V), Biccavolu (M).	8	Village	
43.	Satti Venkata Rama Reddy, S/o Veera Raghava Reddy, R/o D.No. 3-48/1, Sattivari Street, G. Mamidada(V), Pedapudi(M)	04R35Q012000164	796 of Pyna Village	9949368455

When the Inspector questioned about the dates of receipt of the above Pattadar Pass books and about keeping them pending without disbursement to the applicants, the Government Servant could not give satisfactory reply.

Then the Inspector secured the presence of Government Servant and Sri Kovvuri Chandra Sekhara Reddy, Deputy Tahsildar examined them and recorded their statements.

During the course of further enquiry, Sri A.G. Chinni Krishna, S/o (late) Veeraswamy, Age 54 years, Revenue Divisional Officer, Kakinada Revenue Division, Kakinada district, N/o Pennada Agraharam (V), Palakoderu Mandal, West Godavari district was examined.

On examination he stated that he has been working as Revenue Divisional Officer, Kakinada since 26.08.2019. The Tahsildar Office, Pedapudi comes under his Revenue Division. He knew that the ACB officials conducted Surprise Check on the office of Tahsildar, Pedapudi on 24.01.2020. At the time of Surprise Check the Government Servant is working as Tahsildar. During the Surprise Check some irregularities were identified by the ACB officials. He perused the copy of Surprise Check Proceedings of office of Tahsildar, Pedapudi Mandal which was furnished by the Inspector, ACB. On perusal of the report, he came to know that the ACB officials identified some irregularities in the Pedapudi Tahsildar office. First is that the Government Servant kept 43 new Pattadar Passbooks in her office without distributing the same to the Pattadars. Even she did not enter the details of the new Pattadar Pass books in the Pattadar Pass books register (17-Register). It is the responsibility of the Government Servant to ensure proper delivery of the new Pattadar passbooks to the applicants with in stipulated time and to enter the details of the Pattadar Pass books in the 17-Register properly. The requests and Applications of the Public shall be finalized as per the stipulated time as per the citizen's charter. If those requests and applications were kept pending beyond the stipulated period, head of the office would be responsible for the evasion. Second allegation is that the ACB officials found 42 online applications kept pending beyond SLA period. It is the responsibility of the Government Servant to dispose the online applications within SLA by conducting proper enquiry. Third allegation is that some of the VROs and VRAs have demanded and accepted the bribe amounts from the Pattadar passbook applicants. It is the responsibility of the Government

Servant to supervise her staff properly without doing illegal activities. Fourth allegation is that the mandatory registers like Attendance register; RTI 4(1)(B) Register; Assignment Committee Register; Assignment D-Patta Register; Government Lands Register; RTI Application Received Register; Form-VIII issue Register; Form-17 Register and Manual Certificate Register were not being maintained up to date by the Deputy Tahsildar. The registers like Inward Register; Outward Register; Mee-Seva Applications Register; Aksal Lease Register; Register of irrigation Sources Register; Assignment Applications Registers; House Sites Application Register; Master file layouts prepared for allotment of the house site both on Govt. Lands and acquired Lands Register; Jamabandi Register; Mutation Register; Family Membership Certificate Register; C.L. Register and Periodical Registers were not maintained in the Tahsildar Office, Pedapudi by the Deputy Tahsildar. As per the Revenue Department Manual the above registers and some other registers have to be maintained properly in every office of Tahsildar by the Deputy Tahsildar. It is purely the responsibility of Deputy Tahsildar to maintain all registers up to date in the Tahsildar office. It is the responsibility of the Government Servant to supervise the Deputy Tahsildar to maintain all the registers as per manual and etc., facts.

As per the Oral evidence mentioned vide Sl. Nos. 01 to 03 of Annexure-III and Documentary evidence mentioned vide Sl. Nos. 01, 09 & 39 of Annexure-IV establishes the above acts exhibited by the Government Servant.

Hence, the Charge-I against the Government Servant that she has kept pending 43 Pattadar Passbooks in her office without distributing the same to Pattadars in the stipulated time and also failed to supervise her staff to enter the said details in Form-17 Register is held substantiated.

CHARGE-II:

That the Government Servant has kept pending 42 various online requests beyond SLA and failed to supervise the staff working under her control to complete the online request within SLA.

Facts and Evidence:

During the course of Surprise Check conducted on 24.01.2020 at the O/o Tahsildar, Pedapudi Mandal, on the request of the Inspector, ACB, Rajamahendravaram, the Government Servant has produced the following details of attested copies of Mee-Seva applications received from 01.06.2019 to till 24.01.2020 by downloading from Mee-Seva Website through Computer Operator.

Sl. No.	Name of the Record	Total sheets
1.	Dash Board Mee-seva applications status report.	2 sheets
2.	List of Total applications for mutation and Title cum Pattadar Passbook	15 sheets
3.	List of applications for Sub-Division	1 sheet

4.	List of applications for current Aadangal	
5.	List of applications for Income certificate	14 sheets
6.	List of applications for issuance of income and assets certificate for economically weaker sections (EWS)	4 sheets
7.	List of applications for Integrated certificate	112 sheets
8.	List of applications for OBC certificate	2 sheets
9.	List of applications for EBC certificate	1 sheet
10.	List of applications for Agricultural Income certificate	1 sheet
11.	List of applications for Family membership certificate	2 sheets
12.	List of applications for No earning member certificate	1 sheet
13.	List of applications for Correction in Adangal/Pahani	4 sheets
14.	List of applications for Late registration of Birth	1 sheet
15.	List of applications for Late registration of Death	1 sheet
16.	List of applications for E-Passbook replacement	2 sheets
17.	List of applications for Ration card modification(EPDS Integration)	8 sheets
18.	List of applications for Ration card transfer services	1 sheet
19.	List of applications for Ration card House hold head modification	1 sheet
20.	List of applications for deletion of member in Ration card	2 sheets
21.	List of applications for Surrender of Ration Card	1 sheet
22.	List of applications for Ration Card member migration	1 sheet
23.	List of applications for Ration card member addition(Birth)	3 sheets
24.	List of applications for No property certificate	1 sheet
25.	List of applications for F Line(New)	6 sheets
26.	Local Status Certificate	1 Sheet
Spandana:		
27.	Spandana Dash Board Report	1 sheet
28.	List of Spandana Requests pending as on 24-01-2020	7 sheets
29.	List of Spandana Rejected as on 21-01-2020	5 sheets

The Range Inspector-II seized the above documents duly attested by the Mediators and Range Inspector-II.

As per the above records total 18,612 requests/applications were received as on 24.01.2020 from 01.06.2019, out of which 16,680 applications were

approved, 42 requests/applications were pending beyond SLA, 124 applications are pending within SLA and 1,766 applications were rejected for various reasons. Further out of 673 Spandana complaints 72 are pending, 149 were rejected and 325 are ineligible and 127 were resolved. The Government Servant is responsible for the petitions which are pending beyond SLA.

During the course of further enquiry, Sri A.G. Chinni Krishna, S/o (late) Veeraswamy, Age 54 years, Revenue Divisional Officer, Kakinada Revenue Division, Kakinada district, N/o Pennada Agraharam (V), Palakoderu Mandal, West Godavari district was examined.

On examination he stated that he has been working as Revenue Divisional Officer, Kakinada since 26.08.2019. The Tahsildar Office, Pedapudi comes under his Revenue Division. He knew that the ACB officials conducted Surprise Check on the office of Tahsildar, Pedapudi on 24.01.2020. At the time of Surprise Check the Government Servant is working as Tahsildar. During the Surprise Check some irregularities were identified by the ACB officials. He perused the copy of Surprise Check Proceedings of office of Tahsildar, Pedapudi Mandal which was furnished by the Inspector, ACB. On perusal of the report, he came to know that the ACB officials identified some irregularities in the Pedapudi Tahsildar office. First is that the Government Servant kept 43 new Pattadar Passbooks in her office without distributing the same to the Pattadars. Even she did not enter the details of the new Pattadar Pass books in the Pattadar Pass books register (17-Register). It is the responsibility of the Government Servant to ensure proper delivery of the new Pattadar passbooks to the applicants with in stipulated time and to enter the details of the Pattadar Pass books in the 17-Register properly. The requests and Applications of the Public shall be finalized as per the stipulated time as per the citizen's charter. If those requests and applications were kept pending beyond the stipulated period, head of the office would be responsible for the evasion. Second allegation is that the ACB officials found 42 online applications kept pending beyond SLA period. It is the responsibility of the Government Servant to dispose the online applications within SLA by conducting proper enquiry. Third allegation is that some of the VROs and VRAs have demanded and accepted the bribe amounts from the Pattadar passbook applicants. It is the responsibility of the Government Servant to supervise her staff properly without doing illegal activities. Fourth allegation is that the mandatory registers like Attendance register; RTI 4(1)(B) Register; Assignment Committee Register; Assignment D-Patta Register; Government Lands Register; RTI Application Received Register; Form-VIII issue Register; Form-17 Register and Manual Certificate Register were not being maintained up to date by the Deputy Tahsildar. The registers like Inward Register; Outward Register; Mee-Seva Applications Register; Aksal Lease Register; Register of irrigation Sources Register; Assignment Applications Registers; House Sites Application Register; Master file layouts prepared for allotment of the house site both on Govt. Lands and acquired Lands Register; Jamabandi Register; Mutation Register; Family Membership Certificate Register; C.L. Register and Periodical Registers were not maintained in the Tahsildar Office, Pedapudi by the Deputy Tahsildar. As per the Revenue Department Manual the above registers and some other registers have to be maintained properly in every office of Tahsildar by the Deputy Tahsildar. It is purely the responsibility of Deputy Tahsildar to maintain all registers up to date in the Tahsildar office. It is the responsibility of the

Government Servant to supervise the Deputy Tahsildar to maintain all the registers as per manual and etc., facts.

As per the Oral evidence mentioned vide Sl. Nos. 01 to 03 of Annexure-III and Documentary evidence mentioned vide Sl. Nos. 01, 10 to 38 & 39 of Annexure-IV establishes the above acts exhibited by the Government Servant.

Hence, the Charge-II against the Government Servant that she has kept pending 42 various online requests beyond SLA and failed to supervise the staff working under her control to complete the online request within SLA is held substantiated.

CHARGE-III:

That the Government Servant has failed to supervise her staff to maintain certain mandatory registers and also failed to supervise her staff to maintain certain registers up to date by the Deputy Tahsildar.

Facts and Evidence:

During the course of Surprise Check conducted on 24.01.2020 at the O/o Tahsildar, Pedapudi Mandal, the Range Inspector-II requested the Government Servant to produce the records being maintained in the Tahsildar Office. On that the Government Servant has produced the following records. The Inspector perused the records and noticed the following:

S.No.	Name of the Record	Remarks
1	Attendance Register	This register is being maintained since 01.01.2020. Previous register was not available some of the employees didn't sign on this register.
2	RTI 4 I(B) Register	This register is being maintained from 2017, the recent updates were not entered in the register.
3	Assignment committee Register	This register is not maintained properly after 11.11.2017 no entry was made in the register.
4	Assignment D-Patta Register	This register is not maintained properly, last entry was made on 13.09.1989.
5	Govt., Land Register	This register was not updated after 1996.
6	RTI Application received register	This register is not maintained properly, last entry was made on 29.12.2015.
7	Meetings book	This register is not properly maintained, last meeting was conducted on 20.01.2020.
8	Prohibited for registration of Lands register	This register is being maintained up to date.
9	Distribution Register	This register was maintained upto date; last entry was made on 23.01.2020.
10	Form-VIII issued register	This register is not maintained properly, date of receipt and dispatch of the notices in the

		register are not entered.
11	Form-17 registers	This register is not maintained properly, registers of all villages in the mandal are available except the registers of Sampara (V) and Rameswaram (V) but date of receipt and dispatch of the Pass Books in the register are not entered.
12	Manual certificate register	Not properly maintained
13	Surplus Land distribution Register	Maintained

It is also observed that, the above registers except the registers mentioned in Sl. Nos. 7 to 9 and 13 are seized by the Inspector of Police duly attested by the mediators and Range Inspector-II.

The following registers are not being maintained in the Tahsildar office, Pedapudi Mandal:

Sl. No.	Name of the Register	Remarks
1.	In-ward Register	Not maintained
2.	Out-ward Register	Not maintained
3.	Mee-Seva Application Register	Not maintained
4.	Aksal Lease Register	Not maintained
5.	Register of Irrigation Sources	Not maintained
6.	Assignment applications register	Not maintained
7.	House sites application register	Not maintained
8.	Master file of Layouts prepared for allotments of house sites both on Govt., lands and acquired	Not maintained
9.	Jamabandhi Register	Not maintained
10.	Mutation Register	Not maintained
11.	Family Membership Certificate Register	Not maintained
12.	C.L Register	Not maintained
13.	Movement Register of Tahsildar	Not maintained
14.	Periodical Register	Not maintained

When the Government Servant was questioned about the non-maintenance of Assigned Land Patta Register, she stated that she didn't give any Assigned Land Pattas to the poor people.

During the course of further enquiry, Sri A.G. Chinni Krishna, S/o (late) Veeraswamy, Age 54 years, Revenue Divisional Officer, Kakinada Revenue Division,

Kakinada district, N/o Pennada Agraharam (V), Palakoderu Mandal, West Godavari district was examined.

On examination he stated that he has been working as Revenue Divisional Officer, Kakinada since 26.08.2019. The Tahsildar Office, Pedapudi comes under his Revenue Division. He knew that the ACB officials conducted Surprise Check on the office of Tahsildar, Pedapudi on 24.01.2020. At the time of Surprise Check the Government Servant is working as Tahsildar. During the Surprise Check some irregularities were identified by the ACB officials. He perused the copy of Surprise Check Proceedings of office of Tahsildar, Pedapudi Mandal which was furnished by the Inspector, ACB. On perusal of the report, he came to know that the ACB officials identified some irregularities in the Pedapudi Tahsildar office. First is that the Government Servant kept 43 new Pattadar Passbooks in her office without distributing the same to the Pattadars. Even she did not enter the details of the new Pattadar Pass books in the Pattadar Pass books register (17-Register). It is the responsibility of the Government Servant to ensure proper delivery of the new Pattadar passbooks to the applicants with in stipulated time and to enter the details of the Pattadar Pass books in the 17-Register properly. The requests and Applications of the Public shall be finalized as per the stipulated time as per the citizen's charter. If those requests and applications were kept pending beyond the stipulated period, head of the office would be responsible for the evasion. Second allegation is that the ACB officials found 42 online applications kept pending beyond SLA period. It is the responsibility of the Government Servant to dispose the online applications within SLA by conducting proper enquiry. Third allegation is that some of the VROs and VRAs have demanded and accepted the bribe amounts from the Pattadar passbook applicants. It is the responsibility of the Government Servant to supervise her staff properly without doing illegal activities. Fourth allegation is that the mandatory registers like Attendance register; RTI 4(1)(B) Register; Assignment Committee Register; Assignment D-Patta Register; Government Lands Register; RTI Application Received Register; Form-VIII issue Register; Form-17 Register and Manual Certificate Register were not being maintained up to date by the Deputy Tahsildar. The registers like Inward Register; Outward Register; Mee-Seva Applications Register; Aksal Lease Register; Register of irrigation Sources Register; Assignment Applications Registers; House Sites Application Register; Master file layouts prepared for allotment of the house site both on Govt. Lands and acquired Lands Register; Jamabandi Register; Mutation Register; Family Membership Certificate Register; C.L. Register and Periodical Registers were not maintained in the Tahsildar Office, Pedapudi by the Deputy Tahsildar. As per the Revenue Department Manual the above registers and some other registers have to be maintained properly in every office of Tahsildar by the Deputy Tahsildar. It is purely the responsibility of Deputy Tahsildar to maintain all registers up to date in the Tahsildar office. It is the responsibility of the Government Servant to supervise the Deputy Tahsildar to maintain all the registers as per manual and etc., facts.

As per the Oral evidence mentioned vide Sl. Nos. 01 to 03 of Annexure-III and Documentary evidence mentioned vide Sl. Nos. 01 to 09 & 39 of Annexure-IV establishes the above acts exhibited by the Government Servant.

Hence, the Charge-III against the Government Servant that she has failed to supervise her staff to maintain certain mandatory registers and also failed to supervise her staff to maintain certain registers up to date by the Deputy Tahsildar is held substantiated.

Thus, the Government Servant by her above mentioned acts has exhibited lack of integrity, devotion to duty and conduct unbecoming of a Government Servant and brought down the prestige of the Government and thereby contravened Rule 3(1), 3(2) & 3 (5) of A.P Civil Service (Conduct) Rules, 1964.

Thus, the Government Servant rendered herself for Regular Departmental Enquiry for Major Penalty under Rule 20 of APCS (CC&A) Rules, 1991.

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SECTION OFFICER

ANNEXURE – III

LIST OF WITNESSES

(1). Kum. Donepudi Sony Priya, D/o Jaya Kumar, Age 37 years, Asst., Motor Vehicle Inspector, O/o RTO, Rajamahendravaram, R/o Flat No. S-3, 3rd floor, Ganesh Plaza, Bhaskarnagar, Lalacheruvu, Rajamahendravaram.

She is the 1st Mediator and she speaks about the Surprise Check Proceedings dated 24.01.2020.

(2). Sri Pasalapudi Durga Prasad, S/o Satyanarayana, Age 30 years, Senior Assistant, O/o RTO, Rajamahendravaram.

He is the 2nd Mediator and he speaks about the Surprise Check Proceedings dated 24.01.2020.

(3). Sri A.G. Chinni Krishna, S/o (late) Veeraswamy, Age 54 years, Revenue Divisional Officer, Kakinada Revenue Division, Kakinada district, N/o Pennada Agraharam (V), Palakoderu Mandal, W.G. District.

He speaks that he has been working as Revenue Divisional Officer, Kakinada since 26.08.2019. The Tahsildar Office, Pedapudi comes under his Revenue Division. He knew that the ACB officials conducted Surprise Check on the office of Tahsildar, Pedapudi on 24.01.2020. At the time of Surprise Check the Government Servant is working as Tahsildar. During the Surprise Check some irregularities were identified by the ACB officials. He perused the copy of Surprise Check Proceedings of office of Tahsildar, Pedapudi Mandal which was furnished by the Inspector, ACB. On perusal of the report, he came to know that the ACB officials identified some irregularities in the Pedapudi Tahsildar office. First is that the Government Servant kept 43 new Pattadar Passbooks in her office without distributing the same to the Pattadars. Even she did not enter the details of the new Pattadar Pass books in the Pattadar Pass books register (17-Register). It is the responsibility of the Government Servant to ensure proper delivery of the new Pattadar passbooks to the applicants with in stipulated time and to enter the details of the Pattadar Pass books in the 17-Register properly. The requests and Applications of the Public shall be finalized as per the stipulated time as per the citizen's charter. If those requests and applications were kept pending beyond the stipulated period, head of the office would be responsible for the evasion. Second allegation is that the ACB officials found 42 online applications kept pending beyond SLA period. It is the responsibility of the Government Servant to dispose the online applications within SLA by conducting proper enquiry. Third allegation is that some of the VROs and VRAs have demanded and accepted the bribe amounts from the Pattadar passbook applicants. It is the responsibility of the Government Servant to supervise her staff properly without doing illegal activities. Fourth allegation is that the mandatory registers like Attendance register; RTI 4(1)(B) Register; Assignment Committee Register; Assignment D-Patta Register; Government Lands Register; RTI Application Received Register; Form-VIII issue Register; Form-17 Register and Manual Certificate Register were not being maintained up to date by the Deputy Tahsildar. The registers like Inward Register; Outward Register; Mee-Seva Applications

Register; Aksal Lease Register; Register of irrigation Sources Register; Assignment Applications Registers; House Sites Application Register; Master file layouts prepared for allotment of the house site both on Govt. Lands and acquired Lands Register; Jamabandi Register; Mutation Register; Family Membership Certificate Register; C.L. Register and Periodical Registers were not maintained in the Tahsildar Office, Pedapudi by the Deputy Tahsildar. As per the Revenue Department Manual the above registers and some other registers have to be maintained properly in every office of Tahsildar by the Deputy Tahsildar. It is purely the responsibility of Deputy Tahsildar to maintain all registers up to date in the Tahsildar office. It is the responsibility of the Government Servant to supervise the Deputy Tahsildar to maintain all the registers as per manual and etc., facts.

(4). Sri P.V. Ravi Kumar, Addl. S.P., Anti-Corruption Bureau, Rajamahendravaram Range, Rajamahendravaram.

He speaks about the Surprise Check conducted at the O/o Tahsildar, Pedapudi on 24.01.2020 under his supervision and etc., facts.

(5). Sri V. Pulla Rao, Inspector of Police, Anti-Corruption Bureau, Rajamahendravaram Range, Rajamahendravaram.

He speaks about the Surprise Check conducted at the O/o Tahsildar, Pedapudi on 24.01.2020 under the supervision of Addl. S.P., ACB, Rajamahendravaram Range, Rajamahendravaram and etc., facts.

(6). Sri T. Naresh, SI of Police, Anti-Corruption Bureau, Rajamahendravaram Range, Rajamahendravaram.

He speaks about his participation in the Surprise Check and assisting the Addl. S.P, ACB, Rajamahendravaram Range at the time of Surprise Check and etc., facts.

(7). Sri N.V. Bhaskara Rao, Inspector of Police, Anti-Corruption Bureau, Rajamahendravaram Range, Rajamahendravaram.

To speak about the facts of preparing and submitting Draft Article of Charges against the Government Servants–01 to 06 to the Head Office, ACB, A.P., Vijayawada and etc., facts.

(8). Any other witnesses whose evidence is relevant during the inquiry.

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SECTION OFFICER

ANNEXURE –IV

LIST OF DOCUMENTS:

(1). **Surprise Check proceedings dated. 24.01.2020 drafted in the office of Tahsildar, Pedapudi Mandal, Kakinada district.**

It provides the details of events happened on the day of Surprise Check including seizure of registers, non-maintenance of records, examination of witnesses and other deviations etc.

(2). **Attendance Register:**

It reveals that, maintained printed register from January 01.01.2020. Previous register was not available some of the employees didn't sign on this register.

(3). **RTI 4 I(B) Register:**

It reveals that, it is prepared in the year 2017 the recent updates were not entered in the register.

(4). **Assignment committee Register:**

It reveals that, it is not properly maintained after 11.11.2017 no entry was made in the register.

(5). **Assignment D-Patta Register**:

It reveals that, it is not maintained properly, last entry was made on 13.09.1989.

(6). **Govt., Land Register:** It reveals that, it is not updated after 1996.

(7). **RTI Application received register:**

It reveals that, it is not maintained properly, last entry was made on 29.12.2015.

(8). **Form-VIII issued register:**

It reveals that, it is not maintained properly, date of receipt and dispatch of the notices in the register are not entered.

(9). **Form-17 registers:**

It reveals that, it is not maintained properly, registers of all villages in the Mandal are available except the registers of Sampara and Rameswaram but date of receipt and dispatch of the Pass Books in the register are not entered.

(10). **Dash Board Mee-Seva applications status report: 2 sheets.**

This sheet proves data of received online petitions through Mee-Seva and their disposal.

(11). **List of Total applications for mutation and Title cum Pattadar Passbook: 15 sheets.**

This proves that1542 applications were received out of which 582 approved and 898 applications are got rejected. The remaining 62 applications were kept pending, in which 32 applications were kept pending within SLA and 30 applications were kept pending beyond SLA.

(12). **List of applications for Sub-Division: 1 sheet.**

This sheet proves that05 applications were received out of which 02 were approved and 03 applications were rejected.

(13). **List of applications for current Aadangal: 1 sheet.**

This sheet proves that 03 applications were received and the same was rejected.

(14). **List of applications for Income certificate: 14 sheets.**

These sheets proves that 2,155 applications were received out of which 2,119 are approved, 33 applications are rejected and 03 applications are kept pending within SLA.

(15). **List of applications for issuance of income and assets certificate for Economically Weaker Sections (EWS): 4 sheets.**

These sheets proves that 442 applications were received out of which 424 are approved, 12 are rejected and 06 are pending within SLA.

(16). **List of applications for Integrated certificate: 112 sheets.**

These sheets proves that 11,181 applications were received out of which 11,049 are approved, 112 are rejected and 18 are pending within SLA.

(17). **List of applications for OBC certificate: 2 sheets.**

These sheets proves that 140 applications were received out of which 130 are approved and 10 got rejected.

(18). **List of applications for EBC certificate: 1 sheet.**

This sheet proves that 70 applications were received out of which

69 are approved and 01 got rejected.

(19). **List of applications for Agricultural Income certificate: 1 sheet.**

This sheet proves that76 applications were received out of which 58 are approved, 14 got rejected, 03 are pending within SLA, 02 are lapsing SLA and 01 pending beyond SLA.

(20). **List of applications for Family membership certificate: 2 sheets**

These sheets proves that 277 applications were received out of which 182 are approved, 84 are rejected and 10 are pending within SLA.

(21). **List of applications for No earning member certificate: 1 sheet.**

This sheet proves that05 applications were received out of which 04 are approved and one got rejected.

(22). **List of applications for Correction in Adangal/Pahani: 4 sheets.**

These sheets proves that475 applications were received out of which 131 are approved, 324 got rejected and 20 pending within SLA.

(23). **List of applications for late registration of Birth: 1 sheet.**

This sheet proves that23 applications were received out of which 22 are pending within SLA and 01 is pending beyond SLA.

(24). **List of applications for late registration of Death: 1 sheet.**

This sheet proves that 03 applications were received out of which 02 are pending within SLA and 01 is pending beyond SLA.

(25). **List of applications for E-Passbook replacement: 2 sheets.**

These sheets proves that 156 applications were received out of which 112 are approved, 37 are rejected, 04 are pending within SLA and 03 are pending beyond SLA.

(26). **List of applications for Ration card modification (EPDS Integration): 8 sheets.**

These sheets proves that567 applications were received out of which 535 are approved, 29 are rejected, 02 are pending within SLA and 01 is pending beyond SLA.

(27). **List of applications for Ration card transfer services: 1 sheet.**

This sheet proves that100 applications were received out of which 78 are approved and 22 got rejected.

(28). **List of applications for Ration card House hold head modification: 1 sheet.**

This sheet proves that14 applications were received and the same was approved.

(29). **List of applications for deletion of member in Ration card: 2 sheets.**

These sheets proves that 438 applications were received out of which 362 are approved and 76 got rejected.

(30). **List of applications for Surrender of Ration Card: 1 sheet.**

This sheet proves that49 applications were received out of which 45 are approved and 04 are pending beyond SLA.

(31). **List of applications for Ration Card member migration: 1 sheet.**

This sheet proves that03 applications were received out of which 02 are approved and one got rejected.

(32). **List of applications for Ration card member addition (Birth): 3 sheets.**

These sheets proves that 531 applications were received out of which 513 are approved, 17 got rejected and one is pending beyond SLA.

(33). **List of applications for no property certificate: 1 sheet.**

This sheet proves that04 applications were received and the same got rejected.

(34). **List of applications for F Line (New): 6 sheets.**

These sheets proves that 365 applications were received out of which 268 are approved and 85 got rejected.

(35). **Local Status Certificate: 1 Sheet.**

This sheet proves that one application is received and the same was approved.

(36). **Spandana Dash Board Report: 1 sheet.**

This sheet proves data of received online petitions through Spandana and their disposal.

(37). **List of Spandana Requests pending as on 24.01.2020: 7 sheets.**

These are proving that 72 Spandana requests are pendings as on 24.01.2020.

(38). **List of Spandana Rejected as on 21.01.2020: 5 sheets.**

These are proving that 149 Spandana applications are rejected as on 21.01.2020.

(39). G.O. Ms. No. 3 of Revenue (Ser.III) Department dated 05.11.1990 regarding Job Chart of Tahsildar.

(40). Letter Ref: B/28/2020, Dt. 24.02.2023 O/o the Tahsildar, Pedapudi (M), Kakinada district.

(41). Any other records which are required during the course of investigation will be obtained.

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